



JOB DESCRIPTION

Position Title: **Associate Technician**

Working Title: **Animal Control Technician**

Class Code: 3012 Non-Exempt EEO Code: 04 Effective Date: August 29, 2002

Major Function

Technical work with primary responsibility for the health, care, and feeding of animals of all species at the Seminole County Animal Shelter.

Essential Functions

Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.

Physically examines all incoming animals for symptoms of disease. Observes animal health conditions and advises Animal Care Supervisor when medical treatment is necessary. Advises animal care supervisor when animals should be destroyed because of illness or injury. Assists in the performance of euthanasia of impounded animals.

Assists in animal feeding schedule and nutrition quality and the cleaning of animal areas to assure a healthful environment.

Assists the Animal Control Officers in specific situations as assigned, and may function as an Animal Control Officer when required.

Monitors and provides inspection of kennels licensed in accordance with the provisions of the Seminole County Code.

Maintains records of drug and vaccine use. Administers preventive injections.

Performs other duties as assigned or as may be necessary.

Minimum Qualifications

Knowledge of animal behavior, symptoms, and seriousness of common animal diseases. Knowledge of medication use for the prevention of common communicable diseases, euthanasia, and tranquilizing animals. Knowledge of the procedures used in the capture of all animal species.

Ability to handle animals of various sizes in a safe and effective manner. Ability to establish and maintain good relationships with the public, veterinarians, and others engaged in the care of animals.

Skilled in the use of various instruments used in the medical treatment of animals.

High School Diploma or GED, and one (1) year experience as a Veterinarian Assistant or similar position.

Possess and maintain certification as issued by the Humane Society of the United States as a Euthanasia Technician, or have the ability to become so certified within six (6) months of employment.

Must be inoculated against rabies prior to the completion of probationary period.

Must successfully complete Animal Control Officers certification course within one year of employment.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.